



TJ PTSA General Membership Meeting Minutes

09/25/2025 at 5:45 pm – 7:00 pm

Attendees:

Executive Committee

President: Catherine Li; First VP of Programing and Events: Kokeb Kassa; Third VP of Communications: Thomas Stauber Li; Treasurer: Dinesh Kumar; Secretary: Raji Madhuvana

Executive Board

ANGP: Deepika Sood; Hospitality: Latha Pesaladinne; College Planning: Mara Marshall; Health & Wellness: Ann Payne

Others

Web Designer: Sandy Wang; IT Support: Ben Xu

Principal: Michael Mukai

Total PTSA members in attendance: XX

Location: TJHSST Cafeteria

Agenda

- Call meeting to order and Welcome: Catherine Li (1 min)
- Agenda Adoption: Catherine Li (1 min)
- Approval of General Membership Meeting Rules: Raji Madhuvana (1 min)
- Approval of 5/1/2025 GMM Minutes: Raji Madhuvana (1 min)
- Adopting 2024-25 Financial Review Report; Proposed Baseline Budget for 2025-2026: Dinesh Kumar (5 mins)
- School Update: Principal Mukai (8 mins)
- SGA Update: Jocelyn Huie (6 mins)
- 40-Year Celebration Update: Mark Gray-Mendes (6 mins)
- Electing the Nominating Committee (15 mins)

- PTSA Executive Board updates (20 mins)
 - Q & A (5 mins)
 - Adjournment
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Call meeting to Order

- A quorum was determined to be present and the president, Catherine Li called the meeting to order (@5:51pm).

Agenda Adoption:

- The proposed agenda was published on the website and notified via the weekly membership newsletter.
- The agenda was displayed onscreen for reference of the attendees present during the meeting.
- Tom passed the motion to approve the agenda, seconded by Kokeb. The agenda was adopted with 100% of the votes in favor.

Approval of General Membership Meeting Rules and procedure:

- The president proposed adherence to the same meeting rules as last year to ensure meetings are run smoothly and all participants are treated respectfully. The rules were sent out in advance at the PTSA website / emailed to PTSA members. The highlights of the rules are:
 - GMM will use Robert's Rules.
 - Please be respectful and courteous at all times.
 - Raise your hand to request being recognized.
 - Only speak when recognized by the President.
- Motion to continue with the meeting rules from last year was proposed and voted on with 100% of the votes in favor.
- Any suggested modifications will be noted and considered at the next GMM
- Kokeb was appointed as the timekeeper to keep items on schedule.

Principal's Update

- The principal Mr. Mukai reported an active fall season with strong student performances in various competitions, athletic events and preparations for homecoming, including an early evening marching band show before the football game.
 - Mr. Mukai highlighted PSAT/SAT Day in October, noting that junior year PSAT is the National Merit Scholarship qualifying test and encouraged use of the Albert.io practice system, which the school purchased for test prep.
 - TJ's 40th year anniversary weekend (Oct 24 -25) will feature alumni events and new recognition spaces such as Alumni Wall of Honor and Gallery of Achievements.

Student Government Association (SGA) Report – Jocelyn Huie

- SGA President Jocelyn presented an overview of homecoming week activities, including rock painting, Nobell "asking," daily pep rallies, spirit days, and lunchtime games (e.g., chess, Brawl Stars, Clash Royale).
- Class competitions include canned-food sculptures, Medleys (MEX), spirit videos/songs, TJ Olympics, and class floats around the track; canned foods are donated to charity after judging.
- The Friday football game (6 p.m.), marching band pre-game performance (~5:20 p.m., weather permitting), and Saturday homecoming dance (7–9:30 p.m.) were promoted; tickets are sold via MySchoolBucks only, with no cash or at-door sales.

- Parents were asked to donate water, snacks, and treats for the dance and to send them to school labeled for SGA; administration, staff, volunteers, and security officers will supervise the event.
- Social media and communication:
 - Jocelyn and Catherine encouraged parents to follow SGA and PTSA social media accounts
 - Communications VAP Tom explained that the PTSA Monday newsletter is the main channel for announcements.

TJ Partnership Fund and 40th anniversary

- Partnership Fund director of Development, Mark Ray Mendez described the Fund as a 501(c)(3) dedicated solely to supporting TJ's educational mission through donations from alumni, parents, corporations, and foundations.
- Last year the Partnership Fund provided roughly half a million dollars for items such as instrument maintenance, biotech lab equipment, and quantum optics kits, which enable university-level experiences for students.
- The 40th anniversary events include:
 - 40th anniversary football game with special jerseys and alumni recognitions on Friday 10/24,
 - all-class open house on Saturday 10/25 (10 a.m.–2 p.m.)
 - an evening banquet at the Tysons Hilton on Saturday 10/25
- Partnership Fund board member Mona encouraged parent volunteerism and engagement across PTSA and the Fund to sustain TJ's programs.

Adopting 2024-25 Financial review report: Proposed Baseline Budget and vote:

- Treasurer Dinesh Kumar reported that the previous year's financial audit was completed by an audit committee, with results required for VA PTA compliance and tax filing.
- The general membership adopted the financial audit report by motion, second, and vote, confirming the PTSA remains in good standing.
- The treasurer presented the proposed budget, developed in coordination with PTSA and school requests (including 40th anniversary support), with a goal of funding recurring student programs and special events.
- Planned expenditures include academic support (e.g., AP snacks), teacher appreciation, student activities, and \$30,000 for school activities and 40th anniversary celebrations, while targeting ending balances of about \$20,000 each in PTSA and ANGP accounts.
- Revenue assumptions include \$25,000 from memberships and additional fundraising; as of early September, roughly \$15,000–\$18,000 in membership and about \$5,000–\$6,000 in fundraising had been received.
- Members approved the baseline budget by card vote following a board-initiated motion that did not require a second.

Electing the nominating committee

- Per bylaws, a five-member nominating committee is required to identify and recommend officer candidates for the May 2026 PTSA officer elections; their slate will be presented at the February 2026 General Membership Meeting.
- An online nomination process was conducted to seek members for the Nominating Committee. The 5 self-nominees are:
 - Hui Chen (Class of 2026 & 2029 parent)
 - Lisu Gu (Class of 2028 parent)
 - Jane Iyengar (Teacher and former TJ parent)

- o Myra Hickling (Class of 2027 parent)
- o Yuping Schellhaas (Class of 2029 parent)
- Nominations from the floor were opened; with no additional nominees, the five-member slate was voted on as a block and elected by majority card vote.

Introducing the PTSA Executive Board and committee overviews on 2025–26 programming

- Each Board member introduced themselves and their roles:
 - o Catherine Li – President
 - o VP of membership and Fundraising – Maggy Li, who was not present was introduced by the president
 - o VP of Programming and Events – Kokeb Kassa
 - o VP of Communications – Tom Stauber
 - o Treasurer – Dinesh Kumar
 - o Secretary – Raji Madhuvana
- The President introduced the TJPTSA committees and invited each committee chair to provide a short summary of their planned activities:
 - o Academic Support – Lili Cui (was represented by Kokeb, since Lili was not present)
 - Focus areas include “Navigating TJ” sessions (general, math/science, humanities), research vs. mentorship guidance (especially for class of 2027), and AP exam logistics (snacks and proctor support for ~5,000 exams).
 - o Health and Wellness – Ann Payne
 - Planned activities include student mental-health programming, therapy dog visits, ninth-grade reading/book clubs, and parent support groups
 - o Hospitality -Latha Pesaladinne
 - Key role is to provide food and welcome at major PTSA events and organizes staff appreciation activities such as Thanksgiving lunch, holiday gifting, and Teacher Appreciation
 - o ANGP/Senior Celebration – Deepika Sood and Dunia Pardo
 - The ANGP committee reported a projected budget of \$40,000 to \$45,000 for the senior celebration to be held after the graduation ceremony
 - PTSA will contribute \$10,000 with the remainder raised through senior spirit merchandise and fundraisers.
 - o College Planning – Mara Marshall
 - Planned topics include:
 - “Best fit vs top ranked” college choices, with alumni and recent grad panels
 - Mental health and peak performance in a high-pressure environment.
 - Demystifying financial aid and merit-based opportunities.
 - A senior-year reflection panel with recent graduates sharing their TJ and college application experiences

Adjournment. Meeting adjourned at 6:53 pm EST

Minutes Prepared by Raji Madhuvana, TJHSST PTSA Secretary
 Minutes Approved as ____ Presented or ____ Amended on _xxx